



Memorandum

TO: City Council

FROM: Mayor Sam Liccardo
Vice Mayor Rose Herrera
Councilmember Johnny Khamis

SUBJECT: BOARD AND COMMISSION
APPOINTMENTS

DATE: February 6, 2015

APPROVED:



R. Herrera



J. Khamis



S. Liccardo

RECOMMENDATION:

1. Ask the City Clerk to consider the following changes to the Board and Commission appointment process:
 - a. Allow each Council District fourteen (14) days from the end of the application period to nominate an applicant for a Board or Commission.
 - b. If the Council District does not nominate an applicant in the allotted amount of time, allow the Council Liaison Office for that Board or Commission to make the nomination for that seat instead.
2. Ask the City Clerk to return to the City Council in March 2015 with a report on the Board and Commission appointment process.

BACKGROUND:

Members of the Senior Commission have expressed concerns with the current Board and Commission appointment process and how it may impact the number of vacancies on them. The current process for appointing Board and Commission members needs to be examined to ensure that vacancies do not exist longer than necessary. Currently Boards and Commissions are at times unable to meet a quorum and therefore unable to make important decisions affecting our city. The above recommendations are offered to assist the City Clerk as she develops a report on the appointment process to help ensure that qualified members are appointed to our Boards and Commissions in a timely manner.